STATEWIDE INTEROPERABILITY EXECUTIVE COUNCIL

GOWEN FIELD, BOISE ID

Meeting Minutes, June 23, 2005

Members Present:
- Chair R. Mark Lockwood, Idaho Chiefs of Police Association
- Bruce Allcott, Idaho Fire Chiefs Association
- Bob Burke, Idaho Dept. of Lands
- Michael Candelaria, United States Dept. of the Interior
- Dan Charboneau, Idaho State Police
- Jay Christensen, Idaho Dept. of Corrections
- Mary Halverson, Idaho Bureau of Homeland Security
- Steve Jenkins, National Interagency Fire Center
- Greg Laragan, Idaho Transportation Dept.
- Shana Munroe (for Dia Gainor), Idaho Dept. of Health and Welfare
- Lorin Nielsen, Idaho Sheriffs Association
- Marcia Phillips, Idaho Association of Counties
- Scott Reinecker, Idaho Dept. of Fish and Game
- Joe Roche, Idaho Dept. of Administration
- Reggie Thorpe, Idaho Tribal Government

Staff:
- Dodie Collier, Project Manager, SIEC
- Sandy Harris, Administrative Assistant, SIEC

Guests:
- Nathan Bentley, Information Technology Resource Management Council
- Claudia Bitner, My State USA
- Ann Cronin, Emergency Communications Commission
- Bart Hamilton, Ada County Sheriff's Office
- Jolene Hollingshead, SPAWAR Systems Center SD
- Matt Howarth, Motorola
- Gordy Howell, Bannock County
- Steve Jones, Idaho State Police
- Scot Maring, Idaho Dept. of Administration
- Kirby Ortiz, Gem State Communications
- Stan Passey, Idaho State Police
- Lex Rutter, Idaho Dept. of Administration
- Les Shadduck, Ada County Sheriff's Office

Welcome/Introductions—Chair Lockwood
Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. There was a full quorum present.

Lockwood informed the Council that he may be able to meet with the Governor the middle of July.

Review & Approve Minutes—Chair Lockwood
There were no corrections to the April meeting minutes. A motion was made by Nielsen to accept the minutes, seconded by Phillips. The motion passed by a unanimous vote.

Emergency Communications Commission (ECC) Update—Ann Cronin
The ECC held their last meeting on June 2, 2005. From that meeting there were three items that may be of interest to the SIEC:
1. The ECC continued to receive information on their comprehensive PSAP survey. 32 of 53 known PSAPs had responded.
2. The Operating Procedures subcommittee delivered a first draft of rules of how to administer federal grant funds if they are appropriated. Suggestions for revisions were made and will be reviewed again at the July 7, 2005 meeting.
3. The ECC voted to make a report from the SIEC a recurring agenda item.

The next ECC meeting will be held Thursday, July 7, 2005 at 1:00 PM in the West Conference Room on the 1st floor of the Joe R. Williams Building. All meeting dates, agendas and approved minutes are posted on the ECC website: http://www.e911.idaho.gov/

Les Shadduck reported that four questions on the PSAP survey have generated the following statistics—89-91% of the state currently has the ability to achieve Level 2 (gateway patching) on the SAFECOM Interoperability Continuum. Achieving Level 3 (shared frequencies) will be up to local jurisdictions.

Charboneau made a motion that Collier, SIEC Project Manager, be appointed as the official designee to report on the SIEC at the monthly ECC meetings, seconded by Phillips. The motion passed by a unanimous vote.

Outreach Subcommittee Update—Shana Munroe
The subcommittee had focused their efforts on the production of a second DVD. ITD is assisting with the production of the DVD. The subcommittee met June 13, 2005 to determine the most essential points-of-interest that needed to be included in the message. The I-C-A-WIN document will be referenced in the DVD as a source for additional information. Once the DVD is completed, pamphlets will be developed based on the DVD message.

Microwave Report—Lex Rutter, Public Safety Communicatoins Manager, Idaho Dept. of Administration
Rutter briefed the Council on the state of the State of Idaho radio communications system. He discussed upgrades that will be done to many communications sites throughout the state and also

the security measures that will be developed. He discussed the system reliability and redundancy. Contact Joe Roche, 208.334.1840 for more information.

Bannock County Presentation—Gordy Howell, Chief Technology Officer
Howell briefed the Council on the progress of the 700 MHz shared trunked communication system which is being developed with the cooperation and participation of multiple counties, cities, and tribal agencies in southeast Idaho.

The City of Pocatello has been chosen by the US Department of Justice at make application for a Community Oriented Policing Services (COPS) grant. Pocatello is partnering with its surrounding jurisdictions on this application. According to Howell, the ultimate goal is to have the southeast portion of the state on a 700 MHz shared system. Through patching, agencies using UHF and VHF frequencies can be accommodated. Howell emphasized that Bannock County public officials feel strongly about working in unison with various agencies and jurisdictions. If successful in gaining the grant, the plan is to develop a system capable of transmitting high-speed data.

I-C-A-WIN Document and ICTAP Conclusions—Chair Lockwood
The document, which has been approved and voted on and by the Council, was handed out to the Council members. It will remain in a draft format until it is reviewed by the Governor. Once the Governor has given his approval it will be let publicly

ICTAP Idaho Feasibility Study – Conclusions
Passey was asked to comment on the ICTAP Idaho Feasibility Study – Conclusions document. During the last month members of the SIEC Technical Subcommittee met with ICTAP staff to discuss the document. ICTAP's Idaho Feasibility Study – Conclusions document was handed out to the Council members.   They were encouraged to review the document and make comments to Collier within the following two weeks.

700 MHz Regional Planning Committee Update—Bart Hamilton
Hamilton briefly discussed the recent agreement with Canada to share 700 MHz frequencies.

Wyoming has sent a letter of support for the Region 12 Idaho 700 MHz Plan. Hamilton will request a waiver for Montana as they have not responded. This option is one allowed by the FCC in the case of non-respondents. Once the plan is submitted to the FCC there will be a 30-day Public Comment Period followed by a 15-day Reply Comment Period.   There is no indication that the FCC has any problem with the Plan.

Hamilton also briefed the Council on the progress of the Ada County-Boise City communications project. They will have digital high speed wideband capability that they originally did not plan on.

SIEC Calendar—Dodie Collier
Collier reported that she and Sheriff Lorin Nielsen made a co-presentation to the Idaho Sheriffs' Association (ISA) in June 2005. They hope to meet with them again this fall to discuss the SIEC

I-C-A-WIN Concept once it has been approved by the Governor. Allcott made a presentation to the Idaho Fire Chiefs Association in May 2005 on behalf of the SIEC.

Funding Subcommittee Update—Dodie Collier
Collier reported that the Council has funding to operate through the next year. She has been asked to prepare a SIEC budget for the next two years and will have members of the Funding Subcommittee review it. Collier informed the Council of House Appropriations Bill H.R.1544 which identifies 120 million for interoperable communications programs. She will keep the Funding Subcommittee and Council informed on this and any other possible grant funding.

The Funding and Policy Subcommittees met last month in lieu of a full Council meeting on May 26, 2005. During that meeting Gainor mentioned that Intelligent Transportation Systems (ITS) funds earmarked for interoperability are available through the US Department of Transportation. Laragan explained that ITS funds are not like other funds, there are a lot of strings attached— they require 20-50% matching funds and work on a reimbursement basis, so the money has to be spent up front. Seeking ITS funds could end up being very problematic.

Policy Subcommittee Update—Chair Lockwood
Lockwood briefed the Council on what was discussed at the Policy Subcommittee meeting.
The subcommittee members are seeking the Governor's vision in order to move forward. The SIEC has developed good cooperation throughout the state which can be attributed to the fact that all of the "major players in the state" have a voice on the Council. The SIEC is looking for a "legislative home". The Council may have to be attached to a department in order to receive funding streams. The Funding and Policy Subcommittees will meet after the SIEC meeting concludes to discuss assignments such as the structure of commissions, boards and councils and the governance models of Colorado and Utah.

Technical Subcommittee—Chair Lockwood
An email from Jerry Goetz, Vice-Chair of the SIEC and Chair of the Technical Subcommittee, was shared with the Council. Goetz stated that once the Concept is approved by the Governor the Council should discuss the need for a technical advisor or consultant.

The Technical Subcommittee will need a Scope of Work for presentation to the Council. It was suggested that ICTAP be requested to participate in that process.

ITRMC Task Force Update—Dan Charboneau
Charboneau briefed the Council on the progress of the task force. In lieu of a second meeting on June 10, 2005, meeting was held with the Department of Education and State Board of Education to discuss issues unique to education. He, again stated, his concern that the Emergency Communications Commission (ECC), the SIEC, and the Information Technology Resource Management Council (ITRMC) need better coordination in order to avoid a "major collision" at some point in time. The next meeting will involve all of the task force participants and he anticipates having a concept document for them to review.

Idaho Prepared! Conference—Sandy Harris
Harris participated in a planning meeting for the 2005 Idaho Prepared! Conference and briefed the Council on the tentative conference schedule. The conference will be held at the Red Lion Hotel in Lewiston on September 26-30, 2005. The SIEC has tentatively been given a 4 hour block to make a presentation on Wednesday afternoon and again on Thursday morning. There will be an opportunity to set up a SIEC display on Thursday, Sept. 29, 2005. Collier will ask the ECC at their next meeting if they want to participate along with the SIEC

Other business and planning for the next meeting—Chair Lockwood
Members of Council were encouraged to contact our constituents in Washington DC in support of a House Appropriations Bill H.R.1544—*Faster and Smarter Funding for First Responders Act of 2005* which identifies 120 million for interoperable communications.

Nielsen made a motion that the SIEC draft a letter to the Idaho Congressional delegation to encourage their support of House Appropriations Bill H.R. 1544 for funding towards interoperable communications, seconded by Phillips. The motion passed.

The next SIEC meeting will be July 28, 2005 at Gowen Field, Building 578 at 9:00 AM.

Adjournment – Chair Lockwood
A motion was made by Laragan to adjourn, seconded by Jenkins. The motion passed by a unanimous vote.

After the SIEC meeting was adjourned, members of the Funding and Policy Subcommittees met together. All present were invited to stay as it was a public meeting.